

Scott Shelburne, Chairman  
Anne Sundquist, Vice Chairman  
Josh Jakubik, Secretary  
Holly Knee  
Tom Mayhew  
Robert Barker III

City Administrator, Don Doering  
City Attorney, Leonard Schneider  
City Engineer, Mike Kurzy  
Interim City Secretary, Christian Gable



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## **MINUTES OF PLANNING & ZONING COMMISSION SPECIAL MEETING - MARCH 23, 2023**

A meeting of the Planning & Zoning Commission was held on March 23, 2023, beginning at 4:45pm in the Sewall Smith City Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, Texas 77354.

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### **1. CALL TO ORDER**

Chairman Shelburne called the special meeting to order at 4:45 pm.

#### **a. INVOCATION**

Tom Mayhew delivered the invocation.

#### **b. PLEDGE OF ALLEGIANCE**

Chairman Shelburne led the Pledge of Allegiance.

#### **c. ROLL CALL AND CERTIFICATION OF QUORUM**

Chairman Shelburne called roll and certified a quorum present with the following Planning & Zoning Commission members in attendance: Scott Shelburne, Tom Mayhew, Holly Knee, Robert Barker III, and Josh Jakubik.

Absent: Anne Sundquist

Staff Present: City Administrator Don Doering

### **2. CONSENT AGENDA**

*This portion of the agenda consists of items considered to be routine and will be enacted by one motion unless separate discussion is requested by a Commission member or a citizen.*

#### **a. CONSIDERATION – APPROVAL OF MINUTES**

Consideration and possible action to approve the minutes of the meeting held February 16, 2023.

**MOTION:** Upon a motion to approve Consent Agenda made by Tom Mayhew and seconded by Josh Jakubik, the Commission members voted, and the motion carried unanimously, 4-0.

### **3. CITIZENS COMMENTS, REQUESTS OR PETITIONS FROM THE PUBLIC**

*(This agenda item provides an opportunity for citizens to address the City Council on any matter not on the agenda).*

*Comments shall be limited to three (3) minutes per person. Comments by the governing body shall be limited to:*

- a. Statements of specific factual information given in response to an inquiry;*
- b. A recitation of existing policy in response to an inquiry;*
- c. A proposal to place the subject on a future agenda.*

None

#### **4. ANNOUNCEMENTS**

*(Hear announcements concerning items of community interest from the Board Members of the Planning Commission and City Staff for which no action will be taken or discussed.)*

City Administrator Don Doering announced that the annual Magnolia Showdown BBQ Cook-Off has been cancelled.

#### **5. UPDATE ON CITY OF MAGNOLIA DEVELOPMENTS (Staff)**

City Administrator Don Doering reported the status of 4 new water wells.

#### **6. CONSIDERATION AND POSSIBLE ACTION TO REVIEW AND APPROVE PARKSIDE MAGNOLIA WEST, PRELIMINARY PLAT, +/- 14.246 ACRES.**

**MOTION: A motion to approve was made by Robert Barker III and seconded by Holly Knee.**

Robert Barker III commented that the adjacent right-of-way needs to be tied down with corner pins on the final plat and the title company noted that two drainage easements exist that are not shown, so they should be shown on the final plat.

**AMENDED MOTION: Upon a motion to approve contingent upon the comments made by Robert Barker III and seconded by Holly Knee, the Commission members voted, and the amended motion carried unanimously, 4-0.**

#### **7. FUTURE AGENDA ITEMS**

None

#### **8. ADJOURN**

**MOTION: Upon a motion to adjourn made by Josh Jakubik and seconded by Holly Knee, the Commission members voted, the motion carried unanimously, 4-0, and Chairman Shelburne adjourned the special meeting at 4:51 pm.**

Planning & Zoning Commission

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Scott Shelburne, Chairman

### **CERTIFICATION**

I certify this to be a true and correct copy of the minutes of the special meeting of the City of Magnolia Planning and Zoning Commission held on March 23, 2023.

ATTEST:

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Don Doering, City Administrator

